

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF 1 PAGES

2. AMENDMENT/MODIFICATION NO.

THREE

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

3. EFFECTIVE DATE  
06/15/2011

6. ISSUED BY

CODE

7. ADMINISTERED BY (If other than Item 6)

CODE

Department of Transportation  
Federal Aviation Administration  
1 Aviation Plaza  
Jamaica, New York 11430

8. NAME AND ADDRESS OF CONTRACTOR (No., street, country, State and Zip Code)

(✓)	9A. AMENDMENT OF SOLICITATION NO. DTFANE-PHL-JANITORIAL
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF CONTRACT/ORDER NO.
	10B. DATED (SEE ITEM 11)

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☒ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ One (1) \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(✓)	A. THIS IS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A 3.2.2.3-12 Amendments to Screening Information Requests (April 1996)
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as change in paying office, Appropriation date, etc.)
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
✓	D. OTHERS (Specify type of modification and authority) Per AMS Changes Clause 3.10.1-8

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return \_\_\_\_\_ One (1) \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
Amendment #003 Request of Offer (RFO) DTFANE-PHL-JANITORIAL for the janitorial services contract @ PHL TWR is hereby amended to reflect changes listed below:

See attached: Light Bulb Inventory Listing  
Revised Past Performance Survey (5 Pages)  
Revised Page 2 - Pricing Data Sheet  
Revised Page 3 - Cost Breakdown  
Site Visit Sign-in Sheet

Also, Request for Offer (RFO) due date is now changed to Noon on July 14, 2011.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
15B. CONTRACTOR OFFEROR	16B. UNITED STATES OF AMERICA
15C. DATE SIGNED	BY <u>Maria Rosu</u> (Signature of Contracting Officer)
(Signature of person authorized to sign)	16C. DATE SIGNED 06/15/2011

Maria Rosu Tel: 718-553-3084

SF 30 AMEND 3 PHL JANITORIAL JUNE 2011 1/12

Philadelphia Tower & Admin Bldg.

Light Bulb Inventory Listing

Quantity	Wattage Size
3	13w
12	18w
8	25w
4	26w
40	28w
171	31w
328	32w
524	34w
27	60w
6	90w

*REMOVED*  
Attachment Number #2

FAA PAST PERFORMANCE SURVEY - Mandatory  
Remit 3 Completed Surveys

Solicitation Number: DTEANE-PHL JANITORIAL

Name of firm \_\_\_\_\_  
to be evaluated: \_\_\_\_\_

The above contractor has identified you or your (Agency)/company as a reference for past performance information for the above referenced solicitation. Please take a few minutes to complete this survey, evaluating the contractor's performance under your contract(s). The Work Statement requires the successful offeror provide all material, labor, and supervision, and shall plan, schedule, coordinate to perform Janitorial Services at the Philadelphia International Airport Air Traffic Control Tower Facility located in Philadelphia PA and ensure effective and economical completion of all work and services ordered.

**It is requested that you complete the following information and provide your assessment. See address for submission on Page 2.**

Thank you for your assistance in this Past Performance Evaluation Process.

*Maria Rosu*  
FAA Contracting Officer  
Tel: 718-553-3084

FAA  
1 Aviation Plaza  
Jamaica, NY 11434

MariaRosu@faa.gov

## CONTRACTOR RATING

### PAST PERFORMANCE QUESTIONNAIRE -Remit 3 completed Surveys

SOLICITATION: DTFANE-R-11-PHL -JANI                      - MARIA ROSU – FAA Contracting Officer -  
PROJECT: Janitorial Services at the Philadelphia Airport - Air Traffic Control Tower Facility located  
in Philadelphia PA.

#### CONTRACTOR:

#### CONTRACT EVALUATOR INFORMATION:

A. Contractor: \_\_\_\_\_

B. Contractor Address: \_\_\_\_\_

C. Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

D. Name and Title of Evaluator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E. Contract Number: \_\_\_\_\_ Contract Value: \_\_\_\_\_

F. Completion Date of the contract: \_\_\_\_\_

G. Services Provided (**Explain** in detail the **type of services provided by the contractor**):

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#### TO: SOURCE OF REFERENCE

The purpose of this questionnaire is to obtain past performance information relative to a contract that has been completed or is currently being performed by the above-identified contractor at your agency/company. This company is a potential source for award for firm fixed price construction contract. Please complete this form completely; handwritten responses are sufficient. It is requested that the individual(s) responsible for the administrative (post-award) oversight of the project respond to this questionnaire. More than one copy of the questionnaire may be submitted if responses from more than one individual are appropriate.

Please supplement your answers with information that may be useful to the FAA in assessing the contractor's past performance, i.e. information obtain from others in your organization or information

Please provide **questionnaire responses** to the following address:

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1. In this section of the questionnaire you are asked to evaluate the contractor's performance. If you wish to elaborate on any of your answers, please provide comments at the end of this section. If more space is needed, continue your comments on a separate sheet of paper and attach it to this questionnaire prior to submitting it.
2. You are urged to supplement your own knowledge of the contractor's performance with the judgment of others in your organization. Any unacceptable ratings should be supplemented with an explanatory narrative in the remarks block of this survey. If you circle a Yes/No answer that has an asterisk (\*), please provide a corresponding explanation in the remarks block.

**3. ONCE COMPLETED, THIS SURVEY WILL BE CONSIDERED SOURCE SELECTION SENSITIVE IN ACCORDANCE WITH FAA AMS**

4. The following definitions are applicable rating levels for the contractor's performance.	
(E) Exceptional / High Confidence	Based on the offeror's performance record, essentially <b>no doubt exists</b> that the offeror will successfully perform the required effort.
(G) Good / Significant Confidence	Based on the offeror's performance record, <b>little doubt exists</b> that the offeror will successfully perform the required effort.
(M) Marginal / Little Confidence	Based on the offeror's performance record, <b>substantial doubt exists</b> that the offeror will successfully perform the required effort. Changes to the offeror's existing processes may be necessary in order to achieve the contract requirements.
(F) Failure / No Confidence	Based on the offeror's performance record, <b>extreme doubt exists</b> that the offeror will successfully perform the required effort.

CONTRACTOR RESPONSIVENESS	
1. Rate the contractor's ability to meet <b>specific response times</b> and scheduled time frames for completion of specific tasks.	E G M F
2. Rate the contractor's use of available resources to accomplish tasks identified in the contract.	E G M F
3. To what extent has the contractor responded in a timely manner to emergency service requirements.	E G M F
4. Overall rating of <b>contractor's responsiveness</b>	E G M F
QUALITY OF SERVICE AND WORKMANSHIP	
1. The contractor's ability to effectively control the <b>quality of services provided</b> ?	E G M F
2. Overall rating of contractor quality of service?	E G M F
3. Overall rating of contractor standard of workmanship?	E G M F
4. Would you hire this contractor again?	YES NO
CUSTOMER SATISFACTION	
1. Has the contractor demonstrated unreasonable and uncooperative behavior in resolving customer complaints?	YES* NO
2. Is the contractor flexible in satisfying the requirements of their customers?	YES NO
3. To what extent was the contractor cooperative, businesslike, and concerned with the interests of the customer?	E G M F
4. To what extent did the contractor provide prompt and courteous service when responding to customer complaints	E G M F
5. Overall customer satisfaction and comfort level in hiring the firm again based on performance?	E G M F
CONTRACTOR MANAGEMENT	
1. Rate the <b>working relationship</b> between the contractor, your company and your designated representatives (to include <b>inspection personnel</b> )	E G M F
2. Rate the contractor's ability to meet <b>appropriate staffing levels</b> with qualified personnel throughout the period for which services were (are) being provided.	E G M F
3. To what extent were the contractor's reports and documentation accurate and complete?	E G M F
4. To what extent did the contractor submit required reports and documentation, including invoices and closeout documents, in a timely manner?	E G M F
5. To what extent did the contractor effectively integrate and <b>manage subcontractors</b> ?	E G M F
6. Ability to <b>maintain the project schedule</b> (meeting milestones, completing on time or early)	E G M F
7. Overall rating of contractor management.	E G M F

<b>COMPLIANCE WITH ENVIRONMENTAL LAWS/SAFETY AND SECURITY</b>			
1. Has the contractor ever received any Notification of Violations while services were being provided?	YES*	NO	
2. Compliance with environmental requirements?	E	G	M F
3. Compliance with Safety/Security Requirements?	E	G	M F
<b>CONTRACTUAL OBLIGATIONS</b>			
1. Has an election ever been made to not exercise an option due to contractor's poor performance?	YES*	NO	
2. Has a cure notice or show cause notice ever been issued?	YES*	NO	
3. Ability to manage the projects cost (minimize change orders)	E	G	M F
4. How knowledgeable were key personnel of the contract requirements?	E	G	M F
<b>TECHNICAL PERFORMANCE</b>			
Did the contractor perform janitorial services in an Air Traffic Control Tower?	YES	NO	N/A
Did the contractor perform janitorial services on night shifts?	YES	NO*	N/A

\*REMARKS: \_\_\_\_\_

\_\_\_\_\_

END OF SURVEY

*Thank you for your assistance!*

FAA  
1 Aviation Plaza  
Jamaica, NY 11434  
MariaRosu@faa.gov  
Tel 718-553-3084

**PART I -SECTION B**

SUPPLIES/SERVICES & PRICE/COST Contractor shall furnish all necessary labor, materials, (including lavatory supplies ), and equipment to perform Janitorial Services in accordance with the attached specifications for the Federal Aviation Administration's Air Traffic Control Tower and Base Building located at **Philadelphia Int'l Airport, Philadelphia, PA** for a period one (1) base year effective date of **Notice to Proceed** estimated to be on or about July 1, 2011 - September 30, 2011 with four one (1) year options.

A **mandatory pre-proposal meeting** will take place on **JUNE 9, 2011 @ 11:00 A.M.** Please confirm your attendance by contacting Maria Rosu -Contracting Officer Tel 718-553-3084 or e-mail Maria.Rosu@faa.gov . Due to security reasons, no other date will be available. This solicitation is a **100% 8(a) Small Disadvantaged Business Set-Aside**. Offeror must be registered in **CCR.Gov**. Proposals will **ONLY** be accepted from **potential** offerors that have an **office** that is located within a one hundred **(100) mile radius of Philadelphia Int'l Airport - Philadelphia, PA**.

	QTY	UNIT	OF ISSUE	UNIT PRICE	TOTAL PRICE
<del>Base Year - FY-11</del>	<del>8</del>	<del>MO</del>	<del>\$</del>	<del>_____</del>	<del>\$</del> _____
<del>July 1, 2011 - September 30, 2011</del>					
<del>Option Year #1 - FY-12</del>	<del>12</del>	<del>MO</del>	<del>\$</del>	<del>_____</del>	<del>\$</del> _____
<del>October 1, 2011 - September 30, 2012</del>					
<del>Option Year #2 - FY-13</del>	<del>12</del>	<del>MO</del>	<del>\$</del>	<del>_____</del>	<del>\$</del> _____
<del>October 1, 2012 - September 30, 2013</del>					
<del>Option Year #3 - FY-14</del>	<del>12</del>	<del>MO</del>	<del>\$</del>	<del>_____</del>	<del>\$</del> _____
<del>October 1, 2013 - September 30, 2014</del>					
<del>Option Year #4 - FY-15</del>	<del>12</del>	<del>MO</del>	<del>\$</del>	<del>_____</del>	<del>\$</del> _____
<del>October 1, 2014 - September 30, 2015</del>					
<del>Grand Total</del>					<del>\$</del> _____

Note: Offeror must provide a price a Base Period plus Option Years in order to be responsive to this Request for Offer (RFO). The Government does not guarantee to exercise any of the option years under this contract.

**Offerors shall complete and return:**

Pricing data - Pages 1-3  
 Section K - Pages 39-44  
 Required Submittals - Pages 45-47

RFO Due Date is ~~4:00 p.m.~~ - ~~June 17, 2011~~

*NOB - July 14, 2011*  
 2



## PART I-SECTION B

SUPPLIES/SERVICES & PRICE/COST Contractor shall furnish all necessary labor, materials, (including lavatory supplies ), and equipment to perform Janitorial Services in accordance with the attached specifications for the Federal Aviation Administration's Air Traffic Control Tower and Base Building located at **Philadelphia Int'l Airport, Philadelphia, PA** for a period one (1) base year effective date of **Notice to Proceed** estimated to be on or about July 1, 2011 - September 30, 2011 with four one (1) year options.

A **mandatory pre-proposal meeting** will take place on **JUNE 9, 2011 @ 11: 00 A.M.** Please confirm your attendance by contacting Maria Rosu -Contracting Officer Tel 718-553-3084 or e-mail Maria.Rosu@faa.gov . Due to security reasons, no other date will be available. This solicitation is a **100% 8 (a) Small Disadvantaged Business Set-Aside**. Offeror must be registered in **CCR.Gov**. Proposals will **ONLY** be accepted from **potential offerors** that have an **office** that is located within a one hundred **(100) mile radius of Philadelphia Int'l Airport - Philadelphia, PA**.

<u>QTY</u>	<u>UNIT</u>	<u>OF ISSUE</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
<u>Base Year - FY-12</u>				
October 1, 2011 - September 30, 2012	12	MO	\$ _____	= \$ _____
<u>Option Year #1 - FY-13</u>				
October 1, 2012 - September 30, 2013	12	MO	\$ _____	= \$ _____
<u>Option Year #2 - FY-14</u>				
October 1, 2013 - September 30, 2014	12	MO	\$ _____	= \$ _____
<u>Option Year #3 - FY-15</u>				
October 1, 2014 - September 30, 2015	12	MO	\$ _____	= \$ _____
<u>Option Year #4 - FY-16</u>				
October 1, 2015 - September 30, 2016	12	MO	\$ _____	= \$ _____
Grand Total			\$ _____	\$ _____

Note: Offeror must provide a price a Base Period plus Option Years in order to be responsive to this Request for Offer (RFO). The Government does not guarantee to exercise any of the option years under this contract.

## Offerors shall complete and return:

Pricing data - Pages 1-3  
 Section K - Pages 39-44  
 Required Submittals - Pages 45-47

RFO Due Date is ~~4:00~~ p.m. - ~~June~~ **July 14, 2011**

**NOBID - July 14, 2011**

**REVISION**

9/13

Section B

Janitorial Cost Breakdown

~~Direct Labor Costs~~

~~Janitor # \_\_\_\_\_ of Hours 5 days per week - \$ \_\_\_\_\_ Hourly Cost~~

~~Including any applicable payroll additives (e.g. Health & Welfare, Vacation, FICA, FUI, SUI, Workers Compensation & Disability Insurance)~~

Hourly Cost

Annual Hours

Extended Annual Cost

\$ \_\_\_\_\_ X

# \_\_\_\_\_

=

~~Other direct Annual Costs~~

~~Supplies, Material & Equipment~~

=

~~Window and window shade cleaning~~

=

~~Shampoo Carpet~~

=

~~Grounds Maintenance~~

=

~~General & Administrative Costs~~

=

~~Total Annual Costs~~

=

REMOVED

Section B

Janitorial Cost Breakdown

*Direct Labor Costs*

Janitor # \_\_\_\_\_ of Hours 7 days per week - \$ \_\_\_\_\_ Hourly Cost

Including any applicable payroll additives (e.g. Health & Welfare, Vacation, FICA, FUI, SUI, Workers Compensation & Disability Insurance)

Hourly Cost	Annual Hours	Extended Annual Cost
\$ _____ X # _____		= _____

*Other direct Annual Costs*

Supplies, Material & Equipment	= _____
Window and window shade cleaning	= _____
Shampoo Carpet	= _____
Grounds Maintenance	= _____
General & Administrative Costs	= _____
<i>Total Annual Costs</i>	= _____

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12/13

June 9, 2011 11:00 a.m. -- Site Visit -- Walk Thru Meeting- SIGN-IN SHEET

Request for Offer Number : DTFANEA-PHL JANITORIAL

JOB DESCRIPTION: Janitorial Services -- Philadelphia International Airport-Air Traffic Control Tower

TIME OF PERFORMANCE: Base Year-Beginning July 1, 2011 -- Plus four (4) option years

NAME	TITLE	ORGANIZATION	E-Mail	TEL. NO.
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1. Maria Rosa	Contracting Officer	FRA-NY Centers	Maria.Rosa@fara.gov	718-553-3084
2. Susan Hume	HRM	Watts Industries	Shawndee@watts.com	796-9747
3. Maria Hume	Field Office	Watts Industries	Shawndee@watts.com	796-9747

4. Anthony D. DeLeon	PM	Elton Cleaning Contractors	eltoncleaningcontractors.com	267-989-4494
5. Anthony D. DeLeon	SE	ATS Group	ad@atsholdy.net	439-7587
6. Ken McTier		Madison Lawrence, LLC - LMC	MadisonLawrence.com	908-482-0942

12/13

7. Elmer Wally / James Branch Cherry Sr

8. Steve Freeman / Rhino Building Services / srhino@rhinoxcleaning.com - 610-779 9812

9. Bruce Levy / Golden Eagle Cleaners Service Inc / 856-374-2208

10. Al Toller / ATS Group / 626 437 7718 alvin@atsgrp.com

11. JIMMIE LAMB PHL N/C/E SSC MGR / 215 492-4127 jimmielamb@fsgov

12. Al Best PHL R/A SSC MGR / 215 492 4126 / Al.Best@FAA.GOV

13. Catherine Weiss PHL Mgmt Program Asst / 215 492 4124 X296 / Catherine.weiss@FAA.gov

14.

15.

16.